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Approved For Release 1999/08/27 : CIA-RDP78-04718A002400380001-5

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DD/S 57-3658

JOB NO. 78-04718A BOX NO. 67 FILE NO. 18 DOC. NO. 1 NO CHANGE  
IN CLASS/DECLASS/ (CLASS CHANGED TO: IS S C RET. IUST. 22  
NEXT REV DATE 89 REV DATE 9-7-79 REVISED 239732 TYPE DOC. 02  
NO. PGS 3 CREATION DATE - ORG COMEB/ ON 30 ORG CLASS C  
REV CLASS C REV COORD. - AUTH: HR 70-3

8 November 1957

MEMORANDUM FOR: Mrs. [REDACTED]

25X1A9a

SUBJECT : Security Violations and Imposition of Penalty

1. The security violation charged against you for 23 October 1957 is the second violation within a two-year period, the first having occurred on 31 December 1956.

2. I want to impress upon you the seriousness of these incidents inasmuch as they concerned the exposing of and failure to properly protect classified material. It is hoped that you may be benefited by this experience and be more cautious in the future regarding the protection of classified material.

3. In order to impress upon you the seriousness of these violations you are hereby directed to:

STATINTL

b. Assume security-check duty for rooms 223 and 224, East Building, for the week beginning 9 December 1957 and ending 13 December 1957.

25X1A9a

(stamped)

Executive Assistant to the  
Deputy Director (Support)

O/DD/S:GHT:dlc (8 Nov 57)

Rewritten:EA-DD/S:CEB:dlc (8 Nov 57)

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